

Indiana University News-Letter

Entered as second-class matter December 23, 1912, at the postoffice at Bloomington, Ind., under the Act of August 24, 1912. Published twelve times a year by Indiana University, from the University Office, Bloomington, Ind.

VOL. XXVIII, No. 5

BLOOMINGTON, INDIANA

MAY, 1940

INDIANA UNIVERSITY ALUMNI ASSOCIATION

BALLOT

(1) Place a cross (X) in the (☐) beside the names for which you wish to vote.

(2) Vote for as many names as indicated.

(3) Sign your name, giving degree, year, and postoffice address.

(4) If you are not a graduate, give the year when you would have been graduated.

(5) Place the ballot inside an envelope marked "Councilor's Ballot" and mail in a larger envelope addressed to GEORGE F. HEIGHWAY, Alumni Secretary, Bloomington, Indiana, so as to reach the Alumni Office not later than June 1, 1940.

PRESIDENT (Vote for one)

☐ ALEXANDER M. CAMPBELL, LL.B. '30.

While in college was president of Delta Chi fraternity, Senior law class, Y.M.C.A.; co-chairman of 1929 band drive, member of Board of Aeons. For the past ten years, partner in the law firm of Peters, Leas, Campbell, and Jasper, of Fort Wayne. At present, assistant United States attorney for the northern district of Indiana. Has served two terms as vice-president of the Alumni Association, and has just completed his first term as president.

☐ JOHN E. SCOTT, LL.B. '32.

Practices law in Indianapolis. While in college was president of Phi Gamma Delta fraternity, freshman law class; member of Union Board and of Delta Theta Phi, legal fraternity. Served successively as treasurer, vice-president, and president of the Indiana University Club of Indianapolis. Married Jane Toner, ex'33; one son and one daughter.

VICE-PRESIDENT (Vote for one)

☐ TENNYSON L. EDWARDS, LL.B. '32.

Received A.B. from Indiana State Teachers College. Immediately after graduation started present law practice in Terre Haute; has been associated with Joseph P. Duffy, present mayor of Terre Haute, and Leonard P. Kincade, LL.B. '28. A member of Masons, Junior Chamber of Commerce, and charter member of Indiana University Club of Terre Haute, now serving as president of the board of directors.

☐ RAY C. THOMAS, A.B. '22, LL.B. '24.

A lawyer in Gary since 1926. A past president of the Gary Bar Association, of the Gary Barrister's Club, of the First District Bar Council; a former member of the board of managers of the Indiana State Bar Association. A former president of the Lake County Indiana University Alumni Association; at present Alumni Councilor for Lake County. A member of Acacia and of Gamma Eta Gamma, legal fraternity. While in college he was captain of Scabbard and Blade, military fraternity, and a cadet major in the R.O.T.C.

SECRETARY (Vote for one)

☐ MRS. ETHEL LARM STEMBEL, A.B. '19, A.M. '24.

Lives in Indianapolis. A member of Sigma Kappa, social sorority, and of Theta Sigma Phi and Pi Lambda Theta, honorary sororities. While in college Mrs. Stembel was editor-in-chief of *The Indiana Daily Student*, assistant editor of *The Arbutus*, and a member of the Women's League Board. Mrs. Stembel has taught in the high school at Oxford, Ind.; in the Department of English at the University of Illinois; in the State Teachers College at Worcester, Mass.; and in the Indianapolis Extension Center of Indiana University. Has one son.

☐ MRS. FRANCES DOAN STREIGHTOFF, post graduate '28.

Lives in Indianapolis, where she is the present president of the Indiana University Women's Club of Indianapolis. Her husband was the late Frank Hatch Streightoff, who was a member of the Indianapolis Extension Center faculty from 1920 until his death in January, 1935. Mrs. Streightoff has an A.B. from Butler and an A.M. from the University of Illinois. She has twice been president of the Indiana League of Women Voters, and of the Indianapolis branch of the American Association of University Women. Chairman of the Marion County Consumers' Council; member of the Executive Committees of the Indianapolis Church Federation and of the Western Yearly Meeting of Friends; Indianapolis Women's Club, Propylaeum Association, Pi Beta Phi, Indiana Academy of Social Sciences, American Sociology Society, Friends Church.

TREASURER (Vote for one)

☐ WARD G. BIDDLE, A.B. '16.

Comptroller of Indiana University. In college he was treasurer of the Indiana Union, secretary of *The Arbutus*, editor of the *Red Book*. He had been in the banking business at Pendleton and Anderson for seven years when made manager of the University Bookstore. Prior to his banking connections, he had taught for five years. From 1932 to 1936 he served as director of the Indiana Union as well as manager of the Bookstore. He became comptroller in July, 1936, and secretary to the Board of Trustees in 1937. Member of Masons, Sigma Nu fraternity, and other organizations.

☐ LUTHER FERGUSON, A.B. '20, A.M. '22.

Lives in Bloomington. Now special representative for Charles Scribner's Sons, publishers. Formerly assistant state geologist and county superintendent of schools for Lawrence County. Member of Acacia, Sigma Xi, and Phi Delta Kappa.

EXECUTIVE COUNCIL (Vote for three)

☐ LEWIS S. ARMSTRONG, B.S. '26.

Banker in Elkhart; cashier of St. Joseph Valley Bank since 1936. After graduation he held positions with banks in Geneva, Decatur, and Fort Wayne. Active in Lions Club and Masons. Past president of the Elkhart Clearing House Association, Elkhart Bankers' Association, and is now one of the directors of the Elkhart Chamber of Commerce. Present president of the Elkhart Alumni Club. Worked his way through college.

☐ MARY MARTIN, A.B. '24.

Lives in Fredericksburg. At present vice-chairman of the Washington County Republican Central Committee. While in college she was a member of the Euclidean Circle and Classical Club. Taught both grade and high school. Has been district deputy grand chief of Pythian Sisters and at present is an officer in the Salem chapter of the Order of Eastern Star. Active member in Harrison chapter of D.A.R. Member of the American Legion Auxiliary. Has been vice-president and this year president of the Washington County Indiana University Alumni Association.

☐ FRED MUSTARD, A.B. '28.

Took first year at DePauw University, then transferred to Indiana University where he became senior manager of swimming and of wrestling and a member of Delta Tau Delta fraternity. Earned A.M. at University of Chicago in 1933. Has been teaching for twelve years, the last ten in the Kokomo High School. Recently completed term as president of the Howard County Alumni Club at Kokomo.

☐ LEMUEL A. PITTENGER, A.B. '07, A.M. '08.

President, Ball State Teachers College, Muncie, Ind. At the University he was active in student affairs, including membership on the Coöperative Bookstore board, in Century Literary Club, and presidency of the junior class. He spent many years in teaching in country, high, and normal schools. He was a member of the Indiana General Assembly in 1923, 1925, and 1927. Mrs. Pittenger was Bertha Orr, a student in the University in 1900. A son, Arthur, graduated from the University in 1925. A daughter, Mary Joe, is the wife of Branch McCracken, coach of basketball at Indiana University. Member of I.U. Alumni Council, 1925-28 and 1937-40.

☐ WALTER E. TREANOR, A.B. '12, LL.B. '22, J.D. '23.

Former Judge, Indiana Supreme Court. Teacher, 1902-11; principal and superintendent, 1912-17. Professor of law, Indiana University, 1922-30. Second lieutenant, U.S.A., World War. Contributor to legal journals. Married; one daughter, Rosemary, class of 1940. Member Executive Council, 1937-40. At present Judge of the Circuit Court of Appeals, Chicago.

☐ HESTER C. WOOD, A.B. '27, A.M. '33.

Earned both degrees by attending summer sessions only and doing extension work. Director of commercial work in Peru High School. Past president of the Miami County Alumni Association and of the Peru branch of the American Association of University Women.

ATTENTION: Members of the Class of '39!

The year's membership in the Indiana University Alumni Association and the corresponding year's subscription to the *Indiana Alumni Magazine* that the University gave you as a Commencement gift has expired. Whatever you do, don't let your connection with the Alumni Association, and through it with your University, lapse now. Don't miss the opportunity of keeping up with the news of I.U. and the alumni through the columns of the *Indiana Alumni Magazine*.

The annual dues in the Alumni Association amount to three dollars, which include a subscription to the *Alumni Magazine*. Three dollars may seem like a tremendous sum to you now that you are just getting started, but it is an investment that you can ill afford to pass by lightly. Your University is now making rapid strides forward in the educational world, and as a member of one of the University's outstanding classes you will want to keep in touch with that progress.

You will also want to keep track of your classmates, what they are doing, where they are now located. Haven't you enjoyed reading your class notes? You, too, doubtless felt a tinge of regret that your stay on the campus had to end and that your many friendships had to be separated. Why lose those friendships through neglect? Keep in touch with those old college chums the easiest way—through the columns of *Your Magazine*.

So, don't hesitate longer. Send your renewal in now. You'll find that as the years pass this investment will be worth many times the annual payment of three dollars. Don't get "lost"; keep in touch! Send in your renewal, NOW!

1124In

THE LIBRARY OF THE

MAY 5 1941

UNIVERSITY OF ILLINOIS

Training for Government Service at Indiana University



BLOOMINGTON AND
INDIANAPOLIS,
INDIANA

Revised, 1940

Indiana University News-Letter

Entered as second-class mail matter December 23, 1912, at the post-office at Bloomington, Ind., under the Act of August 24, 1912. Published twelve times a year by Indiana University, from the University Office, Bloomington, Indiana.

VOL. XXVIII, No. 6

BLOOMINGTON, INDIANA

JUNE, 1940

CONTENTS

	Page
Training for Government Service	4
College of Arts and Sciences	6
Department of Economics	6
Department of Government	8
Department of Sociology	11
Training Course for Social Work	11
School of Business	12
The Public Business Administration Concentration	12
Degrees for Students Specializing in Public Business	
Administration	14
Placement	14
Changes in the Curriculum Necessary in the Training of	
Private Business Executives	14
School of Law	15
Institute of Criminal Law Administration	15

GENERAL INFORMATION concerning the training of persons for government service may be obtained from the Department of Government or members of the Committee on Training for Government Service. Detailed information concerning the programs and courses announced in this bulletin may be obtained from the deans or heads of the schools and departments which are offering these courses. For information concerning the Department of Sociology, students should consult Edwin H. Sutherland, Head of the Department, or Louis E. Evans, in charge of the Training Course for Social Work at Indianapolis.

Committee on Training for Government Service:

Ford P. Hall, Department of Government, Chairman.

Frank E. Horack, School of Law.

James E. Moffat, Department of Economics.

Edwin H. Sutherland, Department of Sociology.

Arthur M. Weimer, School of Business.

James J. Robinson, Institute of Criminal Law Administration.

Training for the Government Service

THE last twenty-five years have witnessed a great increase in the number and scope of governmental functions. During the past ten years this increase has been rapid. New functions have been undertaken, while others which formerly were performed by private groups or organizations have been assumed by the government. Numerous persons who in the past looked to private industry for employment must now seek careers in the public service. Under such circumstances our higher educational institutions and particularly state universities have not only a new opportunity but also a new responsibility. They must seek to interest a group of intelligent students, both men and women, in the public service, train them for positions, and give them some understanding of their responsibilities as public officials.

The problem of training persons for government service is not a problem of training for any one occupation or profession. Government is a complex organization and is rapidly becoming more so. Its numerous activities represent a cross-section of the society over which it exercises control. A government employs a variety of persons, administrators, chemists, clerical workers, business executives, statisticians, welfare workers, diplomats, foresters, accountants, policemen, engineers, typists, interviewers, publicists, and many others. Obviously, no one course can be devised to meet the demands of government for the numerous classes of people which the adequate performance of its services requires. The problem is one which calls for the use of the many educational facilities of a large university, and differs but little from the problem of training persons for positions in private industry. Nevertheless, government administrators have been asking for people with a background in social sciences in addition to the usual technical training.

This problem of training persons for public service is not new. For many years the governmental units, federal, state, and local, have drawn upon the colleges and universities of the United States for persons to perform certain services. The increase in the regulation of business, the establishment of government corporations, and the institution of welfare agencies have all increased the demand for persons trained in Business, Law, and the Social Sciences. The Tennessee Valley Authority, the Home Owners' Loan Corporation, the Reconstruction Finance Corporation, the Federal Communications Commission, the Securities and Exchange Commission, State Employment Services, and Public Welfare Agencies call for many types of workers not formerly required in great numbers by the government.

The Schools of Law and of Business, the Departments of Economics, Government, and Sociology, and the Institute of Criminal Law Administration of Indiana University are making a coöperative effort to train students for many types of positions in government service and to prepare them for the increasing opportunities which the government is offering. Each school or department offers a program of its own

which is designed to appeal to a different group of persons who are interested in public service. The choice of the school or department depends upon the interests of the individual student. In presenting this bulletin these schools and departments are seeking to interest students in public service, to guide them, and to show them what Indiana University is offering as preparation for government positions.

The training for government service can be done at two levels, undergraduate and graduate. The undergraduate training provides a good educational background and qualifies a person to enter the government service in a modest post. In this case, much of his training will take place after his entry into government service. His background, however, should enable him to surpass others who have not had his educational advantages. Even if a student does not enter the government service, the undergraduate background which he acquires in the curricula set forth in this bulletin will be valuable to him as a citizen, as a business man, or as a professional man. More and more, the individual must come in contact with the government and its agencies. It becomes, therefore, increasingly important for him to have a background which will enable him to understand governmental problems and the relationships between the government and the individual. Furthermore, such undergraduate training is essential as a foundation for graduate work in these fields.

Higher positions are open to those who can present an LL.B., an M.A., an M.S., or a Ph.D. degree. A period of graduate training will enable the candidate to fill a more responsible post. Indiana University offers graduate work which will be helpful to those who are interested in government service. Persons who desire to do graduate work will do their major work in one of the schools or departments represented in this bulletin. Such persons must meet the graduate requirements of the department and of the Graduate School.

Much of the success of a program of training depends upon the cooperation of government officials. They must seek to recruit from the ranks of those trained by higher educational institutions, to select on the basis of qualifications, and to offer to such persons careers in government service. More and more, government officials are seeking to recruit persons from colleges and universities. The U.S. Civil Service Commission gives annual examinations which are in part intelligence tests and in part information tests. These are open only to seniors and those with Bachelor's and higher degrees. Those who receive passing grades are placed on various eligible lists, from which appointments are made.

Of particular interest to college graduates is the examination for Junior Professional Assistant with options for the following positions: Junior Administrative Technician, Junior Agricultural Economist, Junior Agronomist, Junior Animal Breeder, Junior Archaeologist, Junior Archivist, Junior Biologist (Wildlife), Junior Chemist, Junior Economist, Junior Engineer, Junior Entomologist, Junior Forester, Junior Geographer, Junior Information Assistant, Junior Legal Assistant, Junior Librarian, Junior Metallurgist, Junior Meteorologist, Junior Olericulturist, Junior Plant Breeder, Junior Poultry Husbandman, Junior Public Wel-

fare Assistant, Junior Range Examiner, Junior Rural Sociologist, Junior Social Anthropologist, Junior Soil Scientist, Junior Statistician, Junior Textile Technologist, and Junior Veterinarian. Each requires in addition to a degree certain specific training in the field of specialization.

The Tennessee Valley Authority has a definite plan of recruitment. The Department of Justice has sent agents to various law schools to seek well-qualified candidates to augment its personnel. The Indiana State Police department has designated the Indiana University Institute of Criminal Law Administration to conduct its official training schools, and the Institute has placed more than three hundred men in employment as state and city police officers and as scientific laboratory investigators and industrial plant protection officers. For years the lower diplomatic and consular posts have been filled from a list of those who qualified on examinations given at certain intervals. Numerous other positions in the Civil Service have been filled in this manner.

The State of Indiana has created a Bureau of Personnel with jurisdiction over positions in the Department of Public Welfare, the Unemployment Compensation Division, and the Indiana State Employment Service. The Indiana State Bureau of Personnel has given a series of examinations for interviewers, statistical assistants, accountants, unemployment compensation advisers, various groups of public welfare workers, typists, and stenographers and has made eligible lists from which persons have been selected to fill vacancies in these services. In the final rating of persons on these lists weight is given to the university training of prospective employees. A number of persons from Indiana University have received positions with these state divisions and departments. Probably in the future government officials will seek to coöperate even more with our higher educational institutions in the training and recruitment of their personnel.

COLLEGE OF ARTS AND SCIENCES

The Departments of Economics, Government, and Sociology of the College of Arts and Sciences offer undergraduate and graduate work which is designed to prepare students for positions in federal, state, and local government. The student who chooses an undergraduate course offered by one of these departments must meet the regular requirements of the College of Arts and Sciences during his first two years. Likewise, he must satisfy the concentration group requirements of the College of Arts and Sciences during his last two years.

A student who elects to undertake graduate work in one of the departments must fulfill the requirements of the department in which he is studying and also those of the Graduate School.

The Department of Economics

The Department of Economics is prepared to direct the work of capable undergraduates who wish to take a major in Economics as a preparation for positions in government service. Some students may wish to fit themselves for positions in bureaus or departments of the federal government. Such positions might be secured with the Bureau

of Foreign and Domestic Commerce, the Department of Labor, the Bureau of the Census, the Tariff Commission, the Bureau of Internal Revenue, etc. Others contemplating government service may have in mind possible openings in the various departments or divisions of state or local government. When we consider the present trend in the direction of multiplication and expansion of governmental functions and the increasing importance of economic factors and problems in governmental affairs, it seems reasonable to expect a growing number of opportunities for young men and women with an adequate knowledge of economic principles and practices.

It should be made clear that it is not the general policy of the Department of Economics to encourage a high degree of specialization in the undergraduate course. It is believed that in government service, as in many other fields of activity, a familiarity with historical background and a thorough grounding in economic theory and principles should be given first consideration. With these assured, the problem of special training becomes largely a matter of preparing the student to apply his knowledge and ability effectively in his chosen field.

Obviously, the combination of courses recommended for preparation for government service will be varied somewhat to meet individual needs. Those wishing to qualify as research workers or statisticians will be expected to take certain specialized courses that would not be considered essential for holders of general positions in the field of administration. In the event that a student wishes to secure training for a particular position, special seminar work can be arranged with the members of the Department who are best qualified to supervise and direct in the field concerned. In practically all cases students will be urged to acquire a general knowledge of accounting. It may be added that a mastery of shorthand and typewriting will be almost indispensable in many government positions.

Attention is called to a new course in social security which treats of the efforts of organized society to give some degree of economic security to its members who are subject to the hazards of loss of income from unemployment, sickness, accident, and old age. Part of the course consists of lectures given by the state administrators of the Social Security Act and the Indiana Unemployment Compensation and Public Welfare Acts.

In order to portray the general plan of the work recommended by the Department, a tentative outline of courses is given below. As already stated, the courses will be combined to meet individual needs and the following outline is only one of many possible combinations.

<i>Freshman Year</i>					
	First Semester	Hours		Second Semester	Hours
English	Composition	2	English	Composition	2
Foreign	Language	5	Foreign	Language	5
Science	5	Science	5
European	History	3	European	History	3
Total	15	Total	15

Sophomore Year

First Semester	Hours	Second Semester	Hours
Principles of Economics	3	Principles of Economics	3
English Literature	3	Economic History	3
Accounting	3	Accounting	3
Science	2	Science	3
Federal Government	3	State Government	3
Municipal Government	2		
Total	16	Total	15

Junior Year

Introduction to Labor Economics..	3	Economics of Labor Legislation.	3
Public Finance	3	Economics of Consumption	3
Corporation Finance	3	Interpretation of Economic Data.	3
Principles of Sociology	3	Constitutional Law	3
American History	3	American History	3
Total	15	Total	14

Senior Year

Growth of Economic Thought ..	2	Advanced Economics	2
Money and Banking	3	Backgrounds of Social Politics ..	3
Logic	3	Ethics	3
Principles of Public Utilities ..	3	Introduction to Statistical	
Introduction to Law	5	Methods	3
Total	16	Economics Seminar	2
		Social Security	3
		Total	16

Note: Students desiring special statistical training may enroll in several advanced courses in statistics during the senior year.

The Department of Economics is in a position to accept superior students who wish to pursue graduate work with a view to a career in government service. Naturally the graduate work will be definitely directed along specialized lines. In every instance the student will be advised to select as a thesis subject some research problem from the particular field of governmental activity in which he expects to find a place. Among the possible fields of graduate specialization in the Department of Economics are Economic Theory, Labor Economics, Taxation, Banking, Corporation Problems, and Statistics. For further information see the Bulletin of the Graduate School.

The Department of Government

The Department of Government presents a series of courses which will be valuable to a wide range of persons, both men and women, who are looking forward to positions with federal, state, or local government. A person interested in the foreign service, in government corporations such as the Tennessee Valley Authority and the Home Owners' Loan Corporation, the State Employment Service, the Indiana State Bureau of Personnel, or in various agencies regulating business will find major work in the Department of Government an excellent background for a career in the public service.

The undergraduate work of the Department is designed to give the student a comprehensive survey of the organization and functions of government. The introductory courses, Federal Government, State Government, Municipal Government, and Foreign Government, lay a

foundation upon which the student may build his more advanced work. Courses in Public Administration, Administrative Law, Personnel Administration, Constitutional Law, Municipal Administration, Government Regulation of Business, Regulation of Public Utilities, Legislation, International Law, and International Organization afford the student an opportunity to study certain phases of governmental activity in a minute and detailed manner.

The student who, looking forward to a position in the government service, chooses to take his major in the Department of Government must meet the regular requirements of the College of Arts and Sciences. As a rule, a student has about thirty hours of electives during his undergraduate study. It is primarily in the use of these hours that the work of one who looks forward to entering government service will differ from that of other students who are doing their major work in the Department. Such a person will be advised to take certain courses in other departments and schools, the nature of which will depend upon the general field of governmental activity in which he is interested. If he is seeking to prepare himself for the foreign service, much of his elective work should be spent in the study of Foreign Languages, History (including Modern, Mediaeval, American, English, World War, and Contemporary European History), Geography, and Business Law. An applicant for the position of Junior Administrative Technician must have twenty-four hours in government, of which twelve must be in public administration and public law. A student interested in taking this examination, which is given annually by the United States Civil Service Commission, should take the courses in Public Administration, Administrative Law, Government and Business, Constitutional Law, Personnel Administration, and Municipal Administration. If the student is interested in the Indiana State Bureau of Personnel, he should take the courses in Public Administration, Government Personnel Administration, Statistics, and courses in Psychology dealing with tests and measurements. If the student is interested in the State Employment Service, the courses in Personnel Management, Government Personnel Administration, Statistics, Labor Economics, and Labor Problems are essential. If the student is interested in one of the numerous governmental agencies which regulate business or one of the government corporations, he should take courses in Accounting, Statistics, Public Finance, Corporate Organization, Money and Banking, and Administrative Law. The student can see that many combinations of courses are possible. The choice will depend largely upon individual interests. The following four-year program is a concrete example of one of the possible combinations.

<i>Freshman Year</i>					
First Semester			Second Semester		
		Hours			Hours
English	Composition	2	English	Composition	2
Foreign	Language	5	Foreign	Language	5
Mathematics		5	Mathematics		5
Federal	Government	3	State	Government	3
Total		15	Total		15

Sophomore Year					
First Semester		Hours	Second Semester		Hours
Foreign Language	5	Foreign Language	5
Science	5	Economics	5
European Government	2	European Government	2
American History	3	American History	3
Total		15	Total		15
Junior Year					
Municipal Government		2	Municipal Administration		2
Principles of Sociology		3	Money and Banking		3
Government and Business		2	Government and Business		2
Ethics		3	Logic		3
Accounting		3	Accounting		3
Public Finance		3	Personnel Management		3
Total		16	Total		16
Senior Year					
*History of Political Thought		2	*History of Political Thought		2
English History		3	English History		3
Public Administration		3	Introduction to the Law of		
Corporation Finance		3	Public Administration		3
Interpretation of Business			Social Security		3
and Economic Data		2	Government Personnel		
Growth of Economic Thought		2	Administration		2
			Constitutional Law		3
Total		15	Total		16

* Required of all senior government majors.

In general, the lower positions in government service require some type of technical knowledge. Therefore, entrance to the government service is most easily gained through mastery of typing, shorthand, accounting, or statistics. This point cannot be too strongly stressed. Once in the service, opportunities for advancement to more important positions come to those who possess a background such as that which one receives in the Department of Government.

Although the Department of Government has no formal placement bureau, most of its graduates have secured positions through competitive examinations. A student interested in Government is urged to confer with some member of the Department of Government during his freshman or sophomore years for guidance.

In addition to the work offered for those taking a major in Government, the Department of Government is cooperating with other schools and departments in supplementing their major work by giving a background in government to their students who expect to enter the government service.

The Department of Government has graduate facilities for a limited number of students. Seminars in Public Administration, Public Law, Municipal Administration, Politics, International Law, and Political Theory offer opportunities for research on problems of government. Graduate work in the Department of Government will be of value to persons who wish to fill various types of administrative or research posts in the government service.

The Department of Government has organized a Bureau of Government Research which, in addition to research work, performs services for various units of government, federal, state, and municipal. To a limited number of graduate students, the Department of Gov-

ernment offers an opportunity to work with pay on actual governmental projects which are supervised by the Bureau of Government Research.

The Department of Sociology

The Department of Sociology offers courses which are concerned in general with the nature, organization, and disorganization of groups, institutions, and cultures. These courses are valuable as a part of the general background training for government service. They give an acquaintance with and a method of analysis of the elements of the problems of social adjustment which confront persons in the whole range of government service, from the local community to the international situation. Persons with training in social statistics, population problems, community organization, and criminology are employed in field work, and in office work in many of the federal, state, and municipal departments.

The Training Course for Social Work, which is a division of the Department of Sociology, offers professional courses in Indianapolis in preparation for positions in public, as well as in private, social agencies.

The Training Course for Social Work

The Training Course for Social Work, offered in Indianapolis, prepares students for various kinds of positions in social welfare agencies. Some of the agencies to which students in this course go are privately supported and some of them are publicly supported. The Training Course provides two years of specialized training, about a third of which is done in some social agency as practice work under the general direction of the University Supervisor of Field Work. Former students of the Training Course are now occupying positions in family welfare societies, child welfare agencies, public relief, probation and parole, hospital social service, community funds, councils of social agencies, public welfare institutions, Y.W.C.A.'s, settlements and community centers, and research agencies. Because of the shortage of adequately trained persons in the field of social welfare work and because of the rapid expansion of public social services, opportunities for students in this field are unusually good.

The following titles of courses will illustrate what a student may expect to get in the Training Course for Social Work: Field Work, Social Case Work, Community Organization, Social Statistics, Public Welfare Administration, Social Insurance, and Treatment of Adult and Juvenile Delinquency. To enter the Training Course the student must have had good preparation in the basic social sciences and psychology in addition to meeting the general requirements of the University for a degree in the College of Arts and Sciences.

Students doing their major work in some other department and looking forward to employment in the public service may find some of the above courses useful to them. The opportunities provided by the Training Course for practice work in operating agencies under expert supervision is valuable for many specific vocations. Any person

expecting to do interviewing as part of his future work will find the course in Social Case Work particularly useful. Other such courses which have a fairly general interest are Labor Legislation and Social Statistics. The introduction of social insurance by the Federal Social Security Act will increase the positions requiring the knowledge and skills ordinarily needed in public welfare work. The course in Social Insurance is expected to introduce the student to this field.

The Training Course for Social Work is a member of the American Association of Schools of Social Work, and students with at least one year in the Training Course have the educational requirements for admission to the American Association of Social Workers.

Only students with a Bachelor's degree and adequate preparation in the basic social sciences will be admitted. The degree Master of Arts will be conferred on students who meet the general requirements of the Graduate School for this degree and have forty-five semester hours in the Training Course for Social Work. A maximum of fifteen semester hours of credit may be transferred from any other school of social work which is a member of the American Association of Schools of Social Work.

The Training Course for Social Work assists students in every way possible to find suitable positions when their training is completed. No difficulty in this respect has been encountered in the past—even during the depression.

THE SCHOOL OF BUSINESS

The changes of the past few years have been unusually significant from the standpoint of business men and their enterprises. Scores of giant public corporations have been created to carry on types of economic services formerly supplied by private business institutions. Private concerns not supplanted by public competition have been subjected to a much greater amount of federal and state regulation. As a result no important industry is free to function independently of the direct or indirect influence of government.

The Public Business Administration Concentration

Since its beginning, the School of Business has been organized to train men and women for executive and administrative positions in private business. In the future, however, college graduates undoubtedly will be needed to fill positions of responsibility in public business corporations. While the basic administrative functions involved in private and public enterprises are similar, certain characteristics of public business are different from those of private business. Hence training of the two types of executives must be different in some respects.

Such differences in training are provided by the Public Business Administration Concentration. The subjects prescribed for all students of Business in their freshman and sophomore years are required of all first- and second-year students intending to concentrate in Public Business Administration. The work of these two years is designed to give students fundamental knowledge and skills necessary as a foundation for specialization.

Before the beginning of the junior year each student who is interested in work of this type will be expected to confer with the adviser in Public Business Administration for the purpose of arranging a program for the last two years of study which will meet the requirements of the particular phase of public business the student wishes to enter.

To satisfy the demand for this type of training, the facilities of the Departments of Economics, Government, and Sociology and of the School of Law are utilized freely. The subject-matter of these courses emphasizes basic economic functions and administrative policies rather than specific programs of reform.

Course in Public Business Administration

<i>Freshman Year</i>			
First Semester	Hours	Second Semester	Hours
Introduction to Business	3	Introduction to Business	3
or		or	
Economic History	3	Economic History	3
Introduction to Accounting	3	Introduction to Accounting	3
English Composition	2	English Composition	2
English Literature	3	English Literature	3
Economic Geography	5	Psychology	5
or		or	
Science or Mathematics	5	Science or Mathematics	5
Total	16	Total	16
<i>Sophomore Year</i>			
English Composition	2	Social Problems	2
Principles of Economics	3	Principles of Economics	3
Intermediate Accounting	3	Intermediate Accounting	3
Federal Government	3	State Government	3
Hygiene	1	Electives	5
Electives	4		
Total	16	Total	16
<i>Junior Year</i>			
Public Administration	3	Principles of Public Utilities ..	3
Municipal Government	2	Municipal Administration	2
Principles of Sociology	3		
Principles of Marketing	3		
Introduction to Money and			
Banking	3		
Corporation Finance	3		
Business Law—Contracts	3		
Interpretation of Business and			
Economic Data	2		
Electives	2-5		
Total	16	Electives	2-5
		Total	16
<i>Senior Year</i>			
Public Finance	3	Background of Social Politics ...	3
Government and Business	2	Economic Radicalism and	
Social Control	3	Economic Planning	2
Social Disorganization	3	Current Tax Problems	2
Electives	4	Fund Accounting	3
		Business Policy	2
		Government and Business	2
		Electives	2
Total	15	Total	16

The program of each student specializing in Public Business Administration should be planned with the adviser in this concentration in order that his program will fit his background and special requirements.

Degrees for Students Specializing in Public Business Administration

The B.S. degree will be awarded to students in Public Business Administration upon the successful completion of the undergraduate course in accordance with the terms and conditions already prescribed by the School.

Students of unusual ability who wish to do graduate work in the field of Public Business Administration will be accepted as candidates for the degree Master of Science.

Placement

The Placement Bureau of the School maintains contact with those important public business corporations that have need for trained men and women, such as the Federal Home Loan Bank Board, Federal Housing Administration, Tennessee Valley Authority, Federal Deposit Insurance Corporation, Securities and Exchange Commission, Reconstruction Finance Corporation, etc. The Placement Bureau also receives announcements of all examinations to be given by the United States Civil Service Commission and by state agencies. Graduates will be given assistance in obtaining those positions for which their training has qualified them. Contact with private institutions having need for men who have emphasized the relationship of government to private business is also maintained.

Changes in the Curriculum Necessary in the Training of Private Business Executives

The functions of many types of private businesses are so regulated or their prosperity is so affected by governmental policies that the private business executive of the future will need a greater knowledge and understanding of the relationship of government to business if he is to be successful.

Business men constitute one of the most important groups influencing our social and political philosophy. During the last few years, as a result of the shifting of economic, social, and technological forces in our society, there have developed in our social order numerous special pressure groups all struggling for some particular economic advantage. Therefore, a true understanding by business leaders of these conflicting forces and their agencies, together with an understanding of their effect upon business, is essential not only to the individual prosperity of private business but also to the welfare of society in general.

In its training for private business, therefore, the School of Business expects to emphasize increasingly the public aspects of private business. To that end the content of certain courses required of stu-

dents who are taking training for private business has been and will continue to be revised to include a recognition of the increased importance of government in our economic life.

THE SCHOOL OF LAW

The School of Law offers three possibilities in connection with training persons for government service. In the first place, there are many openings in this field for qualified lawyers. For example, the federal government employs a great many attorneys. Lawyers are employed by the federal government in the office of the Attorney General, in the office of the Solicitor General, in the Treasury Department, in the Income Tax Division, and also in connection with the work of a great many commissions and governmental corporations such as, for example, the Tennessee Valley Authority. To a limited extent the departments of the state governments also employ lawyers. In local communities the same thing is true. The prerequisite for such positions is usually graduation from a first-class law school and some practical experience. For this type of work the regular three-year law school course is the best preparation which can be had. No particular specialization is necessary, although in the third year of a student's law school career he may well choose subjects which will be extremely beneficial in governmental work.

In the second place, the law school training is beneficial in connection with police work. The Federal Bureau of Investigation of the Department of Justice now requires as a prerequisite for the appointment of a special agent graduation from an approved law school. It is clear that law school training will ultimately become the prerequisite for practically all advanced police work in state and local police forces. Again, no particular curriculum is required at the present time, although it is highly desirable for a student who anticipates this type of work to study extensively in Criminal Law, Criminology, and Evidence.

In the third place, a great many of the specific courses offered in the School of Law are valuable assets in almost any of the fields of public service. If a student is qualified for admission, the Law School will, in special cases, permit him to take part-time work in such courses as Municipal Corporations, Legislation, and Constitutional Law. Occasionally, an outstanding student will be admitted although he is not otherwise eligible for admission as a regular student.

THE INSTITUTE OF CRIMINAL LAW ADMINISTRATION

The Indiana University Institute of Criminal Law Administration was established by the Board of Trustees in June, 1940. It is the successor to the Institute of Criminal Law and Criminology, established in 1935, and to activities conducted by the present director of the Institute without a special university organization, beginning in 1925. It is a division of the University, established for activities in four divisions. In its division of Legislation the Institute serves as a legislative reference and drafting bureau for state and federal officials, departments and organizations concerned with criminal law administration.

The division of Training conducts both pre-service and in-service courses for police officers, and short courses and conferences for judges, prosecuting attorneys, and other officials. The division of Publications is concerned with the writing and publishing of monographs, bulletins, reports, and texts and other books. The division of Services to Officials and Organizations performs such services as the preparation of legal briefs on request of judges, legislators, lawyers, prosecuting attorneys and attorneys general on questions such as the constitutionality and the interpretation of statutes, and performs other direct services for public officials, and for state and national bar associations, in the field of administration of criminal law.

The division of Training provides both graduate and undergraduate training for university students who wish to fit themselves for government positions such as federal, state, city and industrial police officers, scientific laboratory investigators, prosecuting and district attorneys, deputy attorney general, judicial officers, public defense counsel, and other administrative officers.

There is an increasing recognition of the public necessity for persons with training for positions in criminal law administration, and the demand from employing authorities for persons with such training, especially in the police field, is exceeding the supply.